MINNESOTA DEPARTMENT OF HEALTH

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Grant Application For

ASSIST Tobacco-Use Prevention

1. Applicant Agency (with which grant contract is to be executed)

Legal Name	Address	Phone
Osseo Area Schools	11200 93rd Avenue No., Maple Grove MN 55369	(612)425-4131

2. Director of Applicant Agency

Name/Title	Address	Phone
Dr. Marl Ramsey, Superintendent	11200 93rd Avenue North Maple Grove, MN 55369	(612)425-4131

3. Fiscal Management Officer of Applicant Agency

Name/Title	Address	Phone
Sandy McGuire Supervisor, Accounting	11200 93rd Avenue North Maple Grove, Minnesota 55369	(612) 425-4131

4. Operating Agency (if different from number 1)

Name/Title	Address	Phone
		( )

5. Contact Person for Operating Agency (if different from number 2)

Name/Title	Address	Phone
Lorry Day, Drug Free Schools Specialist	11200 93rd Avenue North Maple Grove, Minnesota 55369	(612) 425-4131

6. Contact Person for Further Information on Application (if different from number 5)

Name/Title	Address	Phone
Della VanDyke Chemical Awareness Counselor	North View Junior High School 5869 69th Avenue North Brooklyn Park, Minnesota 55429	(612) 566-6220

7. Copies of this application have been sent to the following Community Health Boards for review:

Community Health Board(s) -- N/A if the Board is the Applicant	Agency Name(s)	Date sent

8. I certify that the information contained herein is true and accurate to the best of my knowledge and that I submit this application on behalf of the applicant agency.

Signature of Director of Applicant Agency	Title	Date
	Superintendent	6/18/93

hE-01274-03 (4/93)

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Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

MINNESOTA DEPARTMENT OF HEALTH

PROJECT INFORMATION FOR

ASSIST Tobacco-Use Prevention

1. **Project Information:**

APPLICANT AGENCY Osseo Area Schools			
BEGINNING DATE October 1, 1993	END DATE September 30, 1994	PROJECT FUNDS REQUESTED Year 1	Year 2 NA
SERVICE AREA (City, County, or Counties) Hennepin County Brooklyn Park, Brooklyn Center, Osseo, Dayton, Maple Grove, Hassen, Plymouth,		LOCAL MATCH PROVIDED Year 1	Year 2 NA
Corcoran		MN TAX I.D.# 8004606	
		FED. I.D.# (If applicable) 41-6001421	

2. **Non-Profit Status:**

501.C3 Copy Attached: Yes _____ Not Applicable x

3. **Evidence of Workers' Compensation Insurance:**

Attached: Yes x No _____ Not Applicable _____

4. **Affirmative Action:**

The agency has a certificate from the Commissioner of Human Rights, pursuant to M.S. 363.073:

Attached:

Yes _____ No x Not Applicable Because:

x (a) Total Contract is $50,000 or Less

_____ (b) Agency Has 20 or Fewer Full-Time Employees

_____ (c) Units of Local Government

_____ (d) Indian Reservation

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Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

EVIDENCE OF COMPLIANCE

State law forbids the Commissioner of Health from entering into any grant contract until the Commissioner receives acceptable evidence of compliance with workers' compensation insurance coverage requirements from the grantee. The exception to this requirement is a self-employed grantee who has no employees. An employee, as defined by M.S. 176.011, subd. 9, is any person who performs services for another for hire, including minors and family members.

If you do not fall within the exception and you wish to enter into a grant contract with the Commissioner of Health, you can furnish acceptable evidence of compliance with workers' compensation coverage in any one of the following four ways:

1. Attach a certificate of insurance (supplied by your workers' compensation carrier) to this Exhibit; or

2. If you are self-insured, attached a written order from the Minnesota Commissioner of Commerce allowing you to self-insure to this Exhibit; or

3. If you are self-insured and you are a state agency or a municipal subdivision of the state, pursuant to M.S. 176.181, subd. 2, and are not required to obtain a written order from the Commissioner of Commerce, circle this entire item and sign and date the form below in the space provided; or

4. Fill in the information for each item below and sign in the space provided:

   (a) Name of Grantee's Insurance Carrier:

   (b) Address of Grantee's Insurance Carrier:

   (c) Grantee's Insurance Policy Number:

   (d) I affirm that all the employees of Osseo Area Schools (Grantee's Name) _____ are covered by the workers' compensation insurance policy listed above.

Signed by: [signature]

Title: Asst Dir of Personnel

Date: 6-17-93

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Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

Minnesota School Boards Association Insurance Trust

Group Self-Insured Workers' Compensation Plan

Workers' Compensation and Employers' Liability Agreement

Administrator

Berkley Administrators

a member of the Berkley Risk Management Services Group

P.O. Box 59143 Minneapolis, MN 55459-0143 Phone (612) 544-0311

INFORMATION PAGE

he Plan Participant

SD 279-OSSEO

1200 93RD AVE. NO.
APLE GROVE MN 55369-0000

RENEWAL

Agreement No 01-000016-13

e Agreement period is from 12:01 a.m. 07/01/1992 to 12.01 a.m 07/01/1993 at the Plan Participant's address

Workers' Compensation Coverage: Part One of the Agreement applies to the Workers' Compensation Law of the states listed here:

innesota

Employers Liability Coverage: Part Two of the Agreement applies to work in each state listed in item 3.A

The limits of our liability under Part Two are: Bodily Injury by Accident $100,000. each accident

Bodily Injury by Disease $500,000. agreement limit

Bodily Injury by Disease $100,000 each employee

This Agreement includes these amendments and schedules:

e premium for this Agreement will be determined by our Manuals of Rules, Classifications, Rates and Rating Plans.

information required below is subject to verification and change by audit

MIUM BASIS ESTI ED TOTAL ANNUAL EMUNERATION	RATES PER $100 OF REMUNERATION	CODE NO.	ENTRIES IN THIS ITEM, EXCEPT AS SPECIFICALLY PROVIDED ELSEWHERE IN THIS AGREEMENT; DO NOT MODIFY ANY OF THE OTHER PROVISIONS OF THIS AGREEMENT.	ESTIMATED ANNUAL PREMIUM
64606886.	0.60	8868	PROFESSIONAL, TEACHERS & CLERICAL	387641.
6209441.	4.83	9101	OTHER (COOKS, CUSTODIANS, ETC)	299916.
			Manual Premium	687557.
			10% Sick, Holiday, & Vacation Allowance	68756.
			Adj. Manual Premium	618801.
			Experience Modification 0.78	
			Standard Premium	482665.
			Premium Discount	54562.
			Discounted Standard Premium	428103.
			MSBA Trust Discount 10%	42810.
			Net Premium	385293.

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462CG (5/92)

DATE 06/12/1992

Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY AGREEMENT

Minnesota School Boards Association Insurance Trust Group Self-Insured Workers' Compensation Plan

Plan Administered By:

Berkley Administrators *formerly* EBA

a member of the Berkley Risk Management Services Group

8441 Wayzata Boulevard, Suite 200 PO Box 59143
Minneapolis Minnesota 55459-0143
(612) 544-0311

IMPORTANT

Report all Workers' Compensation injuries to the office of:

Berkley Administrators *formerly* EBA
a member of the Berkley Risk Management Services Group
PO Box 59143 Minneapolis Minnesota 55459-0143
(612) 544-0311

If an employee is injured:
(1) Assist in obtaining medical attention if necessary.
(2) Notify the office listed above.

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IMPORTANT *PLEASE READ YOUR AGREEMENT*

Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

In consideration of the deposit of the premium with the Group Self-Insured Workers' Compensation Plan and in reliance upon the statements in the Information Page, and subject to all terms of this agreement, the Minnesota School Boards Association Insurance Trust acting on behalf of the members of the Minnesota School Boards Association Group Self-Insured Workers' Compensation Plan (hereinafter called the Plan), pursuant to their obligations under the Plan, all acting through Berkley Administrators, which is the Administrator named in the Information Page made a part hereof, agrees with you, the Plan Participant, named in the Information Page as follows:

GENERAL SECTION

A. The Agreement

This agreement includes at its effective date the Information Page and all amendments and schedules listed there. It is an agreement of participation between you (the employer named in item 1 of the Information Page) and us (the Plan). The only agreements relating to your participation are stated in this agreement. The terms of this agreement may not be changed or waived except by amendment issued by us to be part of this agreement.

B. Who is Covered

You are covered if you are an employer named in item 1 of the Information Page.

C. Workers' Compensation Law

Workers' Compensation law means the workers' compensation law and occupational disease law of the State of Minnesota named in item 3.A of the Information Page. It includes any amendments to that law which are in effect during the period of this agreement. It does not include the provisions of any law that provides non-occupational disability benefits.

D. Locations

This agreement covers all of your workplaces listed in items 1 or 4 of the Information Page; and it covers all other workplaces in Minnesota unless you have other insurance for such workplaces.

PART ONE—WORKERS' COMPENSATION COVERAGE

A. How This Coverage Applies

This workers' compensation coverage applies to bodily injury by accident or bodily injury by disease. Bodily injury includes resulting death.

1. Bodily injury by accident must occur during the period of this agreement.
2. Bodily injury by disease must be caused or aggravated by the conditions of your employment. The employee's last day of last exposure to the conditions causing or aggravating such bodily injury by disease must occur during the period of this agreement.

B. We Will Pay

We will pay promptly from the assets of the Plan, when due, the benefits required of you by the workers' compensation law.

C. We Will Defend

We have the right and duty to defend, at Plan expense, any claim, proceeding or suit against you for benefits payable under this agreement. We have the right to investigate and settle these claims, proceedings or suits. We have no duty to defend a claim, proceeding or suit that is not covered by this agreement.

D. We Will Also Pay

We will also pay from the assets of the Plan these costs, in addition to other amounts payable under this agreement as part of any claim, proceeding or suit we defend:

1. reasonable expenses incurred at our request, but not loss of earnings;
2. premiums for bonds to release attachments and for appeal bonds in bond amounts up to the amount payable under this agreement;
3. litigation costs taxed against you;
4. interest on a judgment as required by law until we offer the amount due under this agreement; and
5. expenses we incur.

E. Other Insurance

We will not pay more than our share of benefits and costs covered by this agreement and another insurance policy or self-insurance plan. Subject to any limits of liability that may apply, all shares will be equal until the loss is paid. If any insurance policy or self-insurance plan is exhausted the shares of all remaining insurance policies or self-insurance plans will be equal until the loss is paid.

F. Payments You Must Make

You are responsible for any payments in excess of the benefits regularly provided by the workers' compensation law including those required because:

1. of your serious and willful misconduct;
2. you knowingly employ an employee in violation of law;
3. you fail to comply with a health or safety law or regulation; or
4. you discharge, coerce or otherwise discriminate against any employee in violation of the workers' compensation law.
5. you fail to comply with the reporting requirements of the workers' compensation law causing late payment of benefits to your employee and resulting in assessment of penalties.

If we make any payments in excess of the benefits regularly provided by the workers' compensation law on your behalf, you will reimburse us promptly.

G. Recovery From Others

We have your rights, and the rights of persons entitled to the benefits of this agreement, to recover our payments from anyone liable for the injury. You will do everything necessary to protect those rights for us and to help us enforce them.

H. Statutory Provisions

These statements apply where they are required by law.

1. As between an injured worker and us, we have notice of the injury when you have notice.
2. Your default or your bankruptcy or insolvency will not relieve us of our duties under this agreement after an injury occurs.
3. We are directly and primarily liable to any person entitled to the benefits payable by this agreement. Those persons may enforce our duties; so may an agency authorized by law. Enforcement may be against us or against you and us.
4. Jurisdiction over you is jurisdiction over us for purposes of the workers' compensation law. We are bound by decisions against you under that law, subject to the provisions of this agreement that are not in conflict with that law.
5. This coverage conforms to the parts of the workers' compensation law that apply to:
   a. benefits payable by this agreement;
   b. special taxes, payments into security or other special funds, and assessments payable by us under that law.
6. Terms of this agreement that conflict with the workers' compensation law are changed by this statement to conform to that law.

Nothing in these paragraphs relieves you of your duties under this agreement.

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PART TWO—EMPLOYERS' LIABILITY COVERAGE

A. How This Coverage Applies

This employers' liability coverage applies to bodily injury by accident or bodily injury by disease. Bodily injury includes resulting death.

1. The bodily injury must arise out of and in the course of the injured employee's employment by you.
2. The employment must be necessary or incidental to your work in Minnesota.
3. Bodily injury by accident must occur during the period of this agreement.
4. Bodily injury by disease must be caused or aggravated by the conditions of your employment. The employee's last day of last exposure to the conditions causing or aggravating such bodily injury by disease must occur during the period of this agreement.
5. If you are sued, the original suit and any related legal actions for damages for bodily injury by accident or by disease must be brought in the United States of America, its territories or possessions, or Canada.

Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

B. **We Will Pay**

We will pay from the assets of the Plan all sums you legally must pay as damages because of bodily injury to your employees, provided the bodily injury is covered by this Employers' Liability coverage.

The damages we will pay, where recovery is permitted by law, include damages:

1. for which you are liable to a third party by reason of a claim or suit against you by that third party to recover the damages claimed against such third party as a result of injury to your employee;
2. for care and loss of services; and
3. for consequential bodily injury to a spouse, child, parent, brother or sister of the injured employee;

provided that these damages are the direct consequence of bodily injury that arises out of and in the course of the injured employee's employment by you; and

4. because of bodily injury to your employee that arises out of and in the course of employment; claimed against you in a capacity other than as employer.

C. **Exclusions**

This agreement does not cover:

1. liability assumed under a contract. This exclusion does not apply to a warranty that your work will be done in a workmanlike manner;
2. punitive or exemplary damages because of bodily injury to an employee employed in violation of law;
3. bodily injury to an employee while employed in violation of law with your actual knowledge or the actual knowledge of any of your executive officers;
4. any obligation imposed by a workers compensation, occupational disease, unemployment compensation, or disability benefits law, or any similar law;
5. bodily injury intentionally caused or aggravated by you;
6. bodily injury occurring outside the United States of America, its territories or possessions, and Canada. This exclusion does not apply to bodily injury to a citizen or resident of the United States of America or Canada who is temporarily outside these countries;
7. damages arising out of the discharge of, coercion of, or discrimination against any employee in violation of law.

D. **We Will Defend**

We have the right and duty to defend, at Plan expense, any claim, proceeding or suit against you for damages payable under this agreement. We have the right to investigate and settle these claims, proceedings and suits. We have no duty to defend a claim, proceeding or suit that is not covered by this agreement. We have no duty to defend or continue defending after we have paid our applicable limit of liability under this agreement.

E. **We Will Also Pay**

We will also pay these costs, in addition to other amounts payable under this agreement as part of any claim, proceeding, or suit we defend:

1. reasonable expenses incurred at our request; but not loss of earnings;
2. premiums for bonds to release attachments and for appeal bonds in bond amounts up to the limit of our liability under this agreement;
3. litigation costs taxed against you;
4. interest on a judgment as required by law until we offer the amount due under this agreement;
5. expenses we incur.

F. **Other Insurance**

If any claim against you is also covered by another insurance policy or self-insurance plan, we will pay only for our proportionate share of the loss. Our proportionate share will be determined by applying the ratio that the limit of liability provided by this agreement bears to the total of all limits of liability provided by all policies or plans in effect to the total amount payable for the loss. The limits of liability and amount payable under this Plan and any other policy or plan shall be calculated as if each plan or policy were the only one applicable. The limits of liability and amount payable under any other policy or self insurance plan in effect shall be included in the calculation, regardless of whether it is described as primary, excess, contributory, contingent, or otherwise, unless that policy or plan is specifically described as providing coverage in excess of the limits of this agreement.

G. **Limits of Liability**

Our liability to pay for damages is limited. Our limits of liability are shown in item 3.B. of the Information Page. They apply as explained below:

1. Bodily Injury by Accident. The limit shown for "bodily injury by accident-each accident" is the most we will pay for all damages covered by this agreement because of bodily injury to one or more employees in any one accident.

   A disease is not bodily injury by accident unless it results directly from bodily injury by accident.
2. Bodily Injury by Disease. The limit shown for "bodily injury by disease-agreement limit" is the most we will pay for all damages covered by this agreement and arising out of bodily injury by disease, regardless of the number of employees who sustain bodily injury by disease. The limit shown for "bodily injury by disease-each employee" is the most we will pay for all damages because of bodily injury by disease to any one employee.

   Bodily injury by disease does not include disease that results directly from a bodily injury by accident.
3. We will not pay any claims for damages after we have paid the applicable limit of our liability under this agreement.

H. **Recovery From Others**

We have your rights to recover our payment from anyone liable for an injury covered by this agreement. You will do everything necessary to protect those rights for us and to help us enforce them.

I. **Actions Against Us**

There will be no right of action against us under this agreement unless:

1. You have complied with all the terms of this agreement; and
2. The amount you owe has been determined with our consent or by actual trial and final judgment.

This agreement does not give anyone the right to add us as a defendant in an action against you to determine your liability.

PART THREE—YOUR DUTIES IF INJURY OCCURS

Tell us at once if injury occurs that may be covered by this agreement. Your other duties are listed here:

1. Provide for immediate medical and other services required by the workers' compensation law.
2. Give us or our agent the names and addresses of the injured persons and of witnesses, and other information we may need.
3. Promptly give us all notices, demands and legal papers related to the injury, claim, proceeding or suit.
4. Cooperate with us and assist us, as we may request, in the investigation, settlement or defense of any claim, proceeding or suit.
5. Do nothing after an injury occurs that would interfere with our right to recover from others.
6. Do not voluntarily make payments, assume obligations or incur expenses, except at your own cost.

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PART FOUR—PREMIUM

A. **Our Manuals**

All premium for this agreement will be determined by our manuals of rules, rates, rating plans and classifications. We may change our manuals and apply the changes to this agreement.

B. **Classifications**

Item 4 of the Information Page shows the rate and premium basis for certain business or work classifications. These classifications were assigned based on an estimate of the exposures you would have during the period of this agreement. If your actual exposures are not properly described by those classifications, we will assign proper classifications, rates and premium basis by amendment to this agreement.

Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

C. **Remuneration**

Premium for each work classification is determined by multiplying a rate times a premium basis. Remuneration is the most common premium basis. This premium basis includes payroll and all other remuneration paid or payable during the period of this agreement for the services of:

1. all your officers and employees engaged in work covered by this agreement; and
2. all other persons engaged in work that could make us liable under Part One (Workers' Compensation Coverage) of this agreement. If you do not have payroll records for these persons, the contract price for their services and materials may be used as the premium basis. This paragraph 2 will not apply if you give us proof that the employers of these persons lawfully secured their workers' compensation obligations.

D. **Premium Payments**

You will pay all premium when due. You will pay the premium even if part or all of a workers' compensation law is not valid.

E. **Final Premium**

The premium shown on the Information Page, schedules, and amendments is an estimate. The final premium will be determined after this agreement ends by using the actual, not the estimated, premium basis and the proper classifications and rates that lawfully apply to the business and work covered by this agreement. If the final premium is more than the premium you paid to us, you must pay us the balance. If it is less, we will refund the balance to you. The final premium will not be less than the highest minimum premium for the classifications covered by this agreement. If this agreement is cancelled, final premium will be determined in the following way unless our manuals provide otherwise.

1. If we cancel, final premium will be calculated pro rata based on the time this agreement was in force. Final premium will not be less than the pro rata share of the minimum premium.
2. If you cancel, final premium will be more than pro rata. It will be based on the time this agreement was in force, and increased by our short rate cancellation table and procedure. Final premium will not be less than the minimum premium.

F. **Records**

You will keep records of information needed to compute premium. You will provide us with copies of those records when we ask for them.

G. **Audit**

You will let us examine and audit all your records that relate to this agreement. These records include ledgers, journals, registers, vouchers, contracts, tax reports, payroll and disbursement records, and programs for storing and retrieving data. We may conduct the audits during regular business hours during the period of this agreement and within three years after this agreement ends. Information developed by audit will be used to determine final premium.

PART FIVE—CONDITIONS

A. **Inspection**

We have the right, but are not obliged to inspect your workplaces at any time. Our inspections are not safety inspections. They relate only to your acceptability as a Plan Participant and the premiums to be charged. We may give you reports on the conditions we find. We may also recommend changes. While they may help reduce losses, we do not undertake to perform the duty of any person to provide for the health or safety of your employees or the public. We do not warrant that your workplaces are safe or healthful or that they comply with laws, regulations, codes or standards.

B. **Long Term Agreement**

If the period of this agreement is longer than one year and sixteen days, all provisions of this agreement will apply as though a new agreement were issued on each annual anniversary that this agreement is in force.

C. **Transfer of Your Rights and Duties**

Your rights or duties under this agreement may not be transferred without our written consent.

D. **Cancellation**

1. You may cancel this agreement. You must mail or deliver advance written notice to us stating when the cancellation is to take effect.
2. We may cancel this agreement. We must mail or deliver to you not less than ten days advance written notice stating when the cancellation is to take effect. Mailing that notice to you at your mailing address shown in item 1 of the Information Page will be sufficient to prove notice.
3. The period of this agreement will end on the day and hour stated in the cancellation notice.
4. Any of these provisions that conflicts with a law that controls the cancellation of the coverage in this agreement is changed by this statement to comply with that law.

E. ***Sole Representative***

The Plan Participant first named in item 1 of the Information Page will act on behalf of all participants to change this agreement, receive return premium, and give or receive notice of cancellation.

IN WITNESS WHEREOF, the Plan Participant agrees to look solely to the Minnesota School Boards Association Insurance Trust Group Self-Insured Workers' Compensation Plan for reimbursement of all losses, costs and expenses arising under this agreement; and further agrees that in no event shall claim be made or asserted against the revenues or property, real or personal, of the Minnesota School Boards Association or its Insurance Trust. Acceptance of this agreement by the Plan Participant constitutes acceptance of all terms hereof.

Minnesota School Boards Association Insurance Trust
Group Self-Insured Workers' Compensation Plan

By: Wellwood K. Baker

Its Authorized Representative

2023663684

BA 461 (4/91)

Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

ASSIST TOBACCO-USE PREVENTION

GRANT APPLICATION SUBMITTED BY OSSEO AREA SCHOOLS

PROPOSAL CONTENT

Osseo Area Schools (OAS) and the three coalitions in which we are represented, are applying for a Special Projects Grant with the policy objectives of:

1. reducing tobacco advertising and promotion,
2. reducing youth tobacco access and availability.

Additionally, we plan to incorporate media advocacy for tobacco control in the above policy areas. Our organizational pathway for routing specific intervention and program activities to reach our target population(s) is District 279, Osseo Area Schools (OAS). Our collaborative efforts are with Hennepin County and local community coalitions. OAS represents and serves the communities of Maple Grove, Osseo, Brooklyn Park, Brooklyn Center, Dayton, Hassan, Corcoran, and Plymouth. OAS and the communities we serve continues to grow and expand. Currently District 279 serves a population of approximately 21,000 students and their families. There are 16 Kindergarten to 6th grade schools; 4 junior high schools and 2 senior high schools, with a third senior high in the early construction phase (completion date 1995).

Osseo Area Schools has been an active member of the Hennepin County Community Prevention Coalition for the past two years. Our most recent collaborative effort is working in conjunction with **"Send The Camel Packing"** public awareness and media action campaign. OAS has been working in the production of and will pilot a media awareness curriculum designed to address the objectives outlined in the MN ASSIST Comprehensive Tobacco Control Plan. These objectives include working within a school channel to increase policy advocacy objectives, media advocacy objectives, and program service objectives (as outlined in pages 37 - 41 in the April 1993 Comprehensive Tobacco Control Plan).

In October of 1991, a Northwest Hennepin Co-location Task Force was formed by OAS. "Working Together To Make A Difference" is the theme of the Brooklyn Area Integrated Service Project. The overall goal of this project, the S.A.F.E. Program (Student and Family Enrichment), is to break the cycle of discouragement (i.e. poor academic performance, feelings of isolation) through an experiential, activity based summer and after school program. The program is designed to enhance resiliency skills and to improve the access to health and social services for students and their families by co-locating these services at the school site. The ten community agencies represented in the collaborative effort are: Brooklyn Family Education Center, Brooklyn Park Police Department, Brooklyn Park Parks and Recreation, C.E.A.P., Hennepin County Probation, Maple Grove Police Department, Mercy Medical Center, Northwest Family and Children's Service, Northwest Hennepin Human Services Council, Treehouse, and Washburn Child Guidance Clinic.

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Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

In addition to this collaborative, the district Drug Free Schools Program has a community advisory group made up of 19 representatives from the school and surrounding community agencies. Our ASSIST Project will utilize the assistance of these community agency representatives in achieving our goals. The agencies will be able to supply staff and time to help plan and carry out our objectives. Many of these agencies are currently working with youth from our school district and implementation of our project will merge with several of the agency activities, thus increasing the youth we will be able to target.

OAS commitment to health was evident when the District adopted its tobacco free policy in June 1988. The policy was implemented January 1989 and revised with more stringent tobacco restrictions in July, 1989. Currently OAS tobacco policy states that "possessing or using tobacco on school property or trespassing on adjoining property to use tobacco. This violation may result in suspension, a parent conference and a police referral which may result in a citation and a fine."

Our intent in seeking funding for this special project is to take this policy a step further beyond rules and regulations to a comprehensive high profile media and awareness campaigns that will target our youth. One specific target group will be the 1,600 plus 93/94 6th grade students who will graduate from high school in the year 2000. This target group of students coincides with the American Cancer Society Minnesota Division Tobacco Control Plan goal:

1. continue to provide and promote tobacco control programs/material in schools (grades K-12),
2. by the year 200, reduce the use of tobacco by youth in grades 9-12 from 14% (1990 statistics) to 8.6%.

Indeed, we too share the same vision as the American Cancer Society which is to graduate the "smoke-free class of 2000".

In the past few years youth tobacco prevention efforts seem to be at a standstill. According to the 1992 Minnesota Student Survey "the rates of daily tobacco use are virtually unchanged for all three grades (6th, 9th, 12th)...more than one out of five high school seniors uses tobacco daily". One cannot help but wonder if this stagnate trend in the reduction of tobacco use among our youth is somehow related to school based tobacco use-prevention funds being cut two years ago.

At OAS, we are acutely aware of the powerful social forces which bombard our youth on a daily basis. One target area of our special project will be the Brooklyn Park/Brooklyn Center communities. The youth from these communities are particularly at risk for heavy tobacco use (including second hand smoke) because many of these families are low income. The following is Northwest Hennepin County statistical facts from the 1992/93 report: 52% of all female headed households in Northwest Hennepin County with children under age five lived in poverty in 1989. In addition, the number of people in poverty in Northwest Hennepin County, rose 45% from 1979 to 1989. This means that the Northwest Hennepin County area has over 9000 residents living in poverty. Also, the number of persons in this area who receive general assistance increased 393% from 1981 to 1990. We know that the prevalence of smoking remains higher among single parent homes and low income, unemployed people.

2023663686

Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

The secondary schools that the Northwest area youth attend, show higher than average use trends in smokeless tobacco. Our special project goals and objectives are as follows:

Reduce tobacco advertising and promotion by:

* Adapting current materials used in the classrooms specific to media influence on youth.
* Junior and senior high chemically free student leaders educating and role modeling anti-tobacco campaigns for the smokefree class of 2000 (6th grade students):

    1. Kids Off Drugs (KOD) at Willow Lane Elementary, led by Park Center Senior High Friends For Life (FFL)
    2. Crest View, Fair Oaks, Garden City, Orchard Lane and Zanewood Elementary Schools will take part in a letter writing campaign targeted at the Minnesota Twins, led by North View Junior High's Sober Minded Actively Aware Kids (SMAAK).
    3. "Straight Athletes" leadership students from Osseo Senior High will also participate in the letter writing campaigns.

Reduce youth tobacco access and availability by:

* Peer leadership students will design and implement sting operations targeting local businesses who sell tobacco to minors (no funding is needed for this project).

* Notify local newspapers, radio and television news networks, following the sting, in order to raise media awareness and to increase compliance among businesses to laws regarding sales to minors. Provide public recognition for students to remain tobacco free.

* Following an informational presentation of the ASSIST program to the Secondary Principals, the Chemical Awareness Counselors will recommend that they must be notified of tobacco violations in their perspective buildings in order to provide programing or awareness sessions to students in violation of school district tobacco policy.

* In addition to advocating for a procedure change, our objective includes "training the trainers". This objective will be reached by providing training to all six Chemical Awareness Counselors and the Drug Free Schools Coordinator. This training will consist of cessation training specifically targeted at youth under age 18 who are using tobacco products. In keeping with federal Drug Free Schools guidelines, it is imperative that we provide an abstinence based model for our youth.

Incorporate media advocacy for tobacco control in the ASSIST policy areas by:

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Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

* Through a letter writing campaign by the 6th graders to the Twins, we will draw attention to the mixed messages being received by the young people in our country through the use of spitting tobacco and cigars by the Twins during televised appearances. The letters will educate the Twins about the addictive nature of nicotine and the advertising tactics of the tobacco industry, as well as the impact they have on promoting to young people the use of tobacco products. We hope that this will be a way to discourage and eliminate tobacco sponsorship of Twins events.

* Osseo Area Schools publishes and distributes a newsletter four times per year to all 21,000 and parents in our eight communities. Our objective will be to include results of our media campaigns in these newsletters. For the past five years Osseo Area Schools has actively participated in D Day (now called MN Chemical Health Week). Our students leaders are active in this public awareness campaign and will be writing letters on tobacco and media influence in all secondary buildings.

  Each chemical Awareness counselor will be responsible for evaluating project success in each secondary building. Evaluations will reflect format used in evaluation used in federal drug free schools project material.

  Evaluation of our letter writing campaign will be based on generating at least 500 letters by students to the Minnesota Twins.

  We will attempt sting operations and focus our evaluation on student awareness of media influence as well as business community awareness.

  Our special Project evaluation will be based on the number of successful campaigns we will be able to achieve. These activities include stings, letter writing in local and school newspapers, peer training in tobacco awareness, Chemical Awareness training, enhancing our current curriculum, community assistance in implementing these programs, and affecting current school tobacco procedures.

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Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

R: REDACTED MATERIAL

Confidential

LORRY A. DAY

REDACTED

CAREER OBJECTIVE

To pursue a career with challenging assignments where I can use my education and experience in the fields of chemical dependency, education, and human resource development to meet the needs of a progressive organization.

AREAS OF KNOWLEDGE

- Individual and Family Counseling
- Group Facilitation
- Program Development
- Program Evaluation
- Training and Development
- Instructional Design
- Staff Development
- Records Management

EXPERIENCE

Drug Free Schools Specialist, Independent School District 279, Osseo, Minnesota. REDACTED

REDACTED Responsibilities include:

- Provide consultation and support to district elementary and seocnary buislings regarding services for students at risk.

- Monitor and interpret federal regulations included in the Drug Free Schools and Communities Act for at risk youth; implement provisions of the Act such as student surveys and compliance certification.

- Coordinate and monitor services provided by individual buildings for students at risk.

- Develop Annual Grant Application and Year End Report.

- Seek additional funding for drug abuse prevention and at risk youth.

- Design and conduct inservice training for staff, parents and students.

- Work cooperatively with curriculum efforts in drug abuse prevention.

- Provide drug abuse prevention and intervention counseling to students and parents through cooperation with building staff.

- Coordinate district prevention activities, such as Red Ribbon Week and Parent Communication Network.

- Work with Community Education on joint projects, such as interagency collaboration in the Northwest Hennepin area.

- Work cooperatively with Personnel and Staff Development to implement and enforce employee chemical abuse policy, including inservicing district administrators and act as a consultant regarding staff problems due to employee drug or alcohol use.

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Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

R: REDACTED MATERIAL

Private Training Consultant, Community Intervention, Inc., Minneapolis, Minnesota.
REDACTED Responsibilities include.

- Train education professionals, community members, and parents, in the areas of chemical abuse prevention programming and students assistance programs in California, Michigan, Minnesota, New York, Ohio, Virginia, and West Virginia.

- Designed and conducted workshop in the area of chemical abuse programming for junior high/middle school professionals.

Chemical Awareness Counselor, Independent School District 279, Osseo, Minnesota.
REDACTED Responsibilities included:

- Designed comprehensive school chemical abuse program.

- Designed and facilitated tobacco prevention/education programs.

- Designed and coordinated adolescent "Peer Helper" program.

- Initiated and implemented school child abuse procedures and team formation.

- Designed and implemeted an evaluation plan for school district Guidance and Counseling Program, including surveys, focus groups, and individual interviews.

- Conducted pre-assessments on adolescents experiencing chemicall abuse problems.

- Counseled students, parents and staff dealing with chemical abuse and family issues.

- Facilitated chemical abuse and mentall health treatment referrals and followup.

- Serviced students and families in crisis situations,, including chemical abuse, suicidal ideation, physical and sexuall abuse, pregnancy, and griefi and loss issues.

- Facilitated numerous adulti and student counseling support groups.

- Facilitated data collection and maintained student records.

- Prepared yearly goals and objectives for building and district chemical awareness program and followup reports.

- Designed and implemented Student At Risk Program.

- Designed, implemented and maintained Mentor Program for identified students at risk.

- Designed and implemented building Crisis Team Plan; chaired building Crisis Team.

- Trained school district staff in area of adolescent chemical abuse and other at risk areas.

- Spoke at district,, regional and state workshops..

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Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

R: REDACTED MATERIAL

- Developed and assisted in writing a comprehensive chemcial health curriculum.

Counselor, The House Community Counseling Center, Robbinsdale, Minnesota
REDACTED *Responsibilities included:

- Facilitated adult and child counseling groups, including groups for physically and sexually abused women and children.
- Conducted chemical abuse assessments and made appropriate referrals.
- Did individual, family and marriage counseling.
- Designed and conducted workshops on conflict resoution, stress management, communication skills, and parenting skills.
- Planned and published community agency newsletter.

EDUCATION

MA, University of St. Thomas, St. Paul, Minnesota. Program focus: Education, Human Resource Development.

BA, Metropolitan State University, Minneapolis, Minnesota. Program focus: chemical dependency and family counseling.

CCDP, Certified Chemical Dependency Practitioner.

REFERENCES

Available upon request.

2023663691

Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

DELLA VAN DYKE

REDACTED

CURRENT OCCUPATION

REDACTED — Osseo Area Schools, North View Junior High
Chemical Awareness Counselor

PROFESSIONAL POSITIONS

REDACTED — Hazeldon Pioneer House
Unit Supervisor: C — REDACTED
Chemical Dependency Case Manager:
Chemical Dependency Technician: Jar — REDACTED

REDACTED — Buffalo Hospital
Chemical Dependency Technician:
Nurse's Aide: — REDACTED

EDUCATION

REDACTED
Metro State University
North Hennepin Community College, AA Degree
University of Minnesota, Chemical Dependency Counseling Certificate, with Distinction
Anoka Vo-Tech, Human Services Certificate

CERTIFICATION

REDACTED
CCDC-R
CCDP

VOLUNTEER

ICDP, Standards, Review and Ethics Member: REDACTED

AUTHOR

Published by Hazelden:
1. Young People and Drugs.. Evaluation, Assessment and Treatment
2. First Step for Young Adults
3. Third Step for Young Adults
4. First Step for Young Adults: Keep It Simple Series

CONSULTANT

REDACTED
Presented workshops at:
Hazelden, Charlotte, NC
ADPA, Tulsa, OK
Minnesota Women's Institute for Chemical Health, University of Minnesota

REFERENCES

Available upon request.

2023663692

Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

JANET HOFMANN

REDACTED

EDUCATION:

HAMLINE UNIVERSITY, St. Paul, MN - Whole Language Seminar

REDACTED — Continuing Education Units - Numerous counseling/educational related workshops

REDACTED — MINNEAPOLIS COMMUNITY COLLEGE, Minneapolis, MN
Chemical Dependency Program

HAMLINE UNIVERSITY, Saint Paul, MN - Bachelor of Arts, Psychology and Elementary Education

REDACTED — METROPOLITAN COMMUNITY COLLEGE, Minneapolis, MN
Associate of Arts - Elementary Education focus

UNIVERSITY of MINNESOTA, Minneapolis, MN
Extension classes, English focus

CERTIFICATION & CREDENTIALS:

School Section representative to Minnesota Chemical Dependency Association (MCDA) board of directors

REDACTED

MCDA ad hoc committee seeking chemical dependency licensure for Chemical Awareness Counselors through the State Department of Education

REDACTED — MCDA member

MINNEAPOLIS COMMUNITY COLLEGE
Chemical Dependency Specialist

STATE of MINNESOTA - Elementary Education, grades 1 - 6

HONORS:

REDACTED — Dean's list, Minneapolis Community College

Dean's list, Hamline University

EXPERIENCE RELATED TO TEACHING & CHEMICAL AWARENESS:

REDACTED — MINNEAPOLIS PUBLIC SCHOOLS, Minneapolis, MN
Chemical Awareness internship

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Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

JANET HOFMANN (p. 2)

REDACTED

CHILDREN ARE PEOPLE, St. Paul, MN
Revised Chemical Awareness curriculum, grade 6

ST. ANTHONY PARK SCHOOL, St. Paul, MN
Student teaching, grade 1

EMPLOYMENT HISTORY:

REDACTED

PARK CENTER HIGH SCHOOL, Brooklyn Park, MN
Chemical Awareness Counselor

WASHBURN HIGH & ANTHONY JR. HIGH, Minneapolis, MN
Chemical Awareness Counselor

REDACTED

METROPOLITAN CLINIC of COUNSELING, St. Louis Park, MN
Chemical Dependency Aftercare Counselor

WEBSTER OPEN SCHOOL, Minneapolis, MN
Chapter One tutor, grades 7 - 8

REDACTED

KENWOOD & JEFFERSON SCHOOLS, Minneapolis, MN
Latchkey teacher

MINNEAPOLIS, ST. PAUL, & OSSEO AREA SCHOOLS
Substitute teacher

PROFESSIONAL REFERENCES:

DAVID SCHRIEBER
Chemical Dependency Instructor
Minneapolis Community College
1501 Hennepin Avenue South
Minneapolis, MN 55403
(612) 341-7579

JOY WANDER
Chemical Awareness Resource Person
Minneapolis Public Schools
807 Broadway Northeast
Minneapolis, MN 55413
(612) 627-3083

DEAN PREKKER
Assistant Principal
Park Center High School
7300 Brooklyn Boulevard
Brooklyn Park, MN 55443
(612) 566-6700

LINDA TORFIN
Principal
Willow Lane Elementary
7020 Perry Avenue North
Brooklyn Center, MN 55429
(612) 561-9272

2023663694

Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

BUDGET FORM
ASSIST TOBACCO-USE PREVENTION FUNDS

APPLICANT'S NAME: Osseo Area Schools

ADDRESS: 11200 93rd Avenue North

Maple Grove, Minnesota 55369

PHONE: (612) 425-4131

Expenses beginning October 1, 1993 and ending September 30, 1994.

		AMOUNT	MATCHING FUNDS	
1. SALARIES	Cost per Hour X No. of Hours	$	$	
Name and Title				Chemical Counselor Time
Part Time Project Coordinator:				
$17.50 x 10 hours per week x 34 weeks		5,950.00		7,500.00
Writing Teams (40 hrs @ $18/hr x 14 people)		5,040.00		
Benefits		759.00		
2. TRAVEL	No. of Miles X $.21/Mile	$	$	
Project Coordinator and to transport Students 1,000 miles x .28 per mile		280.00		
3. MATERIALS/TRAINING		$	$	
Materials for Campaigns		750.00		
Workshops for Staff		700.00		
4. CONTRACTUAL		$	$	
Training for staff and speakers for students		1,500.00		
5. OTHER		$	$	Building Use, Phone, etc.
Food for student Training, inventives, Postage		1,500.00		2,000.00
	TOTALS	$ 16,479.00	$	9,500.00

Please attach budget justification to this Budget Form.

2023663695

Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

BUDGET JUSTIFICATION

1. SALARIES:

Parttime coordinator to work between schools involved in campaigns, to coordinate campaigns, to contact businesses, etc.

Writing team consisting of six Chemical Awareness Counselors and Drug Free Schools Specialist will be conducted after regular contract hours to plan and organize campaigns, media releases, etc.

Writing team consisting of seven professional staff, including secondary Health teachers and elementary teachers to adapt current worksheets and materials given to students as part of the tobacco curriculum.

2. TRAVEL

Mileage for project coordinator to go between buildings and businesses, etc.
Mileage to transport students to elementary buildings, etc.

3. MATERIALS/TRAINING

Paper, poster board, markers, for students to have campaigns in individual buildings.
Videos/educational materials for training students.
Workshops for staff.

4. CONTRACTUAL

Training session for Chemcial Awareness Counselors on cessation programming for students.
Speakers for student training.

5. OTHER

Food for student training/meetings.
Plaques, recognition for companies who change policy.
Recognition for students.
Postage for mailings to Twins.

2023663696

Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

BUDGET FORM
ASSIST TOBACCO-USE PREVENTION FUNDS

APPLICANT'S NAME: Osseo Area Schools

ADDRESS: 11200 93rd Avenue North

Maple Grove, Minnesota 55369

PHONE: (612) 425-4131 Corrected

Expenses beginning October 1, 1993 and ending September 30, 1994.

		AMOUNT	MATCHING FUNDS
1. SALARIES Name and Title	Cost per Hour X No. of Hours	$	$
Part Time Project Coordinator:			Chemical Counselor T.
$17.50 x 10 hrs per week x 34 weeks.		5,950	7,500
Planning mtgs after hours (20 hrs @$18/hr x 7 people)		2,520	
Benefits		761	
2. TRAVEL	No. of Miles X $.21/Mile	$	$
Project Coordinator and to transport students 1,000 miles x .28 per mile		280	
Compliance Checks		200	
3. MATERIALS/TRAINING		$	$
Materials for Campaigns, Compliance Checks, etc.		750	
Workshops for Staff		700	
Public Education: AV Materials, Pamphlets, Postage, Supplies		1,518	
4. CONTRACTUAL		$	$
Training for staff and for students		1,500	
5. OTHER		$	$
Food for student training, incentives, stipends to students for compliance checks, speakers for students, print placement		2,300	Building Use, phone etc. 2,000
TOTALS		$ 16,479	$ 9,500

Please attach budget justification to this Budget Form.

2023663697

Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000

BUDGET JUSTIFICATION

1. SALARIES:

   Parttime coordinator to work between schools involved in campaigns, to coordinate campaigns, to contact businesses, etc.

   Planning meeting consisting of up to six Chemical Awareness Counselors and Drug Free Schools Specialist will be conducted after regular contract hours to plan and organize campaigns, media releases, etc.

2. TRAVEL

   Mileage for project coordinator to go between buildings and businesses, etc.
   Mileage to transport students to elementary buildings, for compliance checks, etc.

3. MATERIALS/TRAINING

   Paper, poster board, markers, for students to have campaigns in individual buildings.
   Videos/educational materials for training students.
   Public Education: AV materials, pamphlets, postage, copies.
   Workshops for staff.

4. CONTRACTUAL

   Training session for Chemcial Awareness Counselors on cessation programming for students.
   Speakers for student training.

5. OTHER

   Food for student training/meetings; speakers for students.
   Plaques, recognition for companies who change policy.
   Recognition for students.
   Stipends for students for compliance checks.
   Print placement in local papers, i.e. ads with results of compliance checks.

2023663698

Source: https://www.industrydocuments.ucsf.edu/docs/grlm0000